

ARIZONA DEPARTMENT OF PUBLIC SAFETY
STUDENT TRANSPORTATION , Mail Drop 1250
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CHECKLIST FOR NEW SCHOOL BUS DRIVER APPLICANT PROCESS

Dear Employer:

The following are **ALL required** in order to obtain certification as a school bus driver in the state of Arizona:

1. Application for School Bus Driver's Certificate **
2. School Bus Driver Cover Sheet (formerly Audit Form) **
3. Fingerprint card **
4. \$29 fingerprint card processing fee ** (check on school's revolving account, cashier's check,
or money order)
5. Physical examination (completed long form required as proof)
6. Drug screen (laboratory **results** must be included as proof)
7. Proof of 20 hours of behind-the-wheel training and road **test** form
8. Proof of first aid and CPR training (Copy of front and back of cards **OR**-- Driver Training Report)
9. Driver Training Report showing 14 hours of new driver classroom training
10. Appropriate class CDL (Commercial Driver's License) with Passenger and School Bus Endorsements

** (School districts/employers may submit items 1, 2, 3 & 4---the Application, Cover Sheet, Fingerprint card and Fee---**prior to** forwarding the remainder of the required documents.)